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From: Fuller-Jones, Sydney (DPH)
Sent: Tuesday, March 16, 2010 11:20 AM
To: Hanchett, James (DPH)
Subject: RE: Bio-Rad Order - PO# 51450171 - Packing Slip

Importance: High

Thank you Jim. Going forward, can you please get the packing slips to our office as soon as possible (I know that you are here at the Lab once a week or so, you should bring what you have at that time). The reason being is that Fisher is a Prompt Paid Vendor, and as soon as their invoices are received in our office, they must be paid ASAP.

If you have any questions or concerns, please feel free to call me anytime at (617) 983-6237.

Take Care,

Sydney

From: Hanchett, James (DPH)
Sent: Tuesday, March 16, 2010 9:05 AM
To: Fuller-Jones, Sydney (DPH)
Subject: RE: Bio-Rad Order - PO# 51450171 - Packing Slip

Hi Sydney,

Sorry I received Item# 0640619B on 3/8/10 and received 01812EE on 3/9/10. All that is missing on order is 01812E the 6.5"x8" Kapak bags.
I will fax receipts and put in mail.

Jim

From: Fuller-Jones, Sydney (DPH)
Sent: Monday, March 15, 2010 4:20 PM
To: Hanchett, James (DPH)
Cc: Danforth, Deborah (DPH)
Subject: FW: Bio-Rad Order - PO# 51450171 - Packing Slip
Importance: High

Hello Jim,

I have received an invoice on your Purchase Order 53310191 on unit number 5331 entered into the purchasing system on 03/02/10 for the following products:

Crimp Seal 11MM PTFE/RR 1000/CS, Item# 0640619B, Qty. 1 CS
Heat Seal Pouch 8X9.5 50/PK, Item# 0181225EE, Qty. 1 CS

Please respond to this email letting me know if these products and when you received them.

This information is necessary in writing in order for me to process the invoice for payment.

Thank you,

Sydney